



**COUNTY OF LOS ANGELES
DEPARTMENT OF AUDITOR-CONTROLLER**

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J. TYLER McCAULEY
AUDITOR-CONTROLLER

October 15, 2001

TO: Audit Committee

FROM: DeWitt Roberts, Chief
Audit Division

A handwritten signature in black ink, appearing to be "DeWitt Roberts", is written over the text "DeWitt Roberts, Chief Audit Division".

SUBJECT: **TRANSFER OF CAPITAL PROJECT MANAGEMENT
RESPONSIBILITIES FROM THE DEPARTMENT OF PARKS AND
RECREATION TO THE DEPARTMENT OF PUBLIC WORKS**

On September 20, 2001, your committee requested the Audit Division to obtain the status of the Department of Parks and Recreation's (DPR) plan to transfer responsibility for capital projects to the Department of Public Works (DPW).

Background

On June 19, 2001, the Board of Supervisors (Board) instructed the Chief Administrative Office (CAO) to develop recommendations regarding the transfer of project management responsibilities for capital improvements at County parks from DPR to DPW.

Status

The CAO, in conjunction with DPR and DPW reviewed the nature and status of each park related capital project and analyzed DPR's and DPW's management practices. Based on this review, the departments prepared a plan, which was provided to the Board on September 28, 2001. The affected departments will meet with Board deputies within the next week to discuss the plan. Upon Board approval, the transfer of responsibilities and implementation of the plan should begin within sixty days. The CAO will monitor and assess the cost effectiveness of the new plan and provide a status report to the Board in March 2002.

Under the plan, 45 capital projects currently under development or design will be transferred to DPW. This will increase the number of park related capital projects managed by DPW from 24 to 69. DPR will continue to manage 24 current capital projects that are scheduled for completion by June 2002. Capital projects include new building construction; major refurbishment, reconfiguration, or expansion of existing

buildings; and projects requiring the design and implementation of specialized engineering solutions.

DPR will continue to manage major maintenance and landscape architecture projects. Major maintenance includes improvements such as the resurfacing of parking lots, painting, and renovation of irrigation systems. Landscape architecture projects include developing and renovating outdoor recreation areas such as hiking/equestrian trails, athletic fields and playground areas.

DPR will also continue to be responsible for identifying and justifying recreational needs, developing preliminary project scopes and participating in community planning meetings. The analysis of a proposed project's feasibility will be directed by the CAO in collaboration with DPR and DPW.

If you have any questions, please call me at (213) 974-0301.

DR:JS:rd

c: Pat McMahon